

LITTLE FALLS TOWNSHIP

BOARD OF SUPERVISORS

APPLICATION FOR ACCESS AND/OR CULVERT PERMIT

PROPERTY OWNER NAME: _____

ADDRESS: _____

TELEPHONE NUMBERS:

HOME: _____

WORK: _____

CELL: _____

CONTRACTOR: _____

Location of Property: _____ Miles *N S E W* (CIRCLE ONE) of _____

_____ on the *N S E W* side of the road.

Legal Description of Property: _____

_____ Section#: _____

Purpose of Driveway: Residence ____ Field Entrance ____ Other _____

Is building going to be erected? Yes ____ No ____ Other _____

Number of existing driveways on property? _____

Date drive way or culvert is needed? _____

Give exact location of driveway on property (place flag in ditch at the center of placement)

**** ATTACH A SKETCH OF PROPOSED DRIVEWAY IN RELATION TO ROAD ****

We the undersigned herewith make application for permission to construct an access driveway and/or emplace a culvert at the above location, and, construction and installation will conform to the regulations of Little Falls Township, to include any special provisions included in the permit, as well as specifications as required by Morrison County land use requirements and ordinances. It is agreed that all work will be done to the satisfaction of the Little Falls Township Board of Supervisors. It is further agreed that no work will be started until the application is approved and the work is to be completed in a timely period. It is expressly understood that this permit is conditioned upon replacement or restoration of the road to its original or to a satisfactory condition.

***A PERMIT FEE OF \$400.00 IS ATTACHED.
(REFUNDABLE UPON SATISFACTORY COMPLETION)***

Date:

SIGNATURE OF PROPERTY OWNER

DO NOT WRITE BELOW THIS LINE. TOWNSHIP PERMIT AREA

Driveway approach permit approved _____ denied _____

A deposit of \$400.00 payable to Little Falls Township accompanied this application?

YES _____ NO _____ CHECK NUMBER _____ CASH \$ _____

SPECIAL PROVISIONS:

CULVERT SIZE; DIAMETER: _____ LENGTH PLUS TWO APRONS: _____

CULVERT CONSTRUCT; Corrugated Metal _____ : Concrete _____

All work to be done by the applicant. All work is to be completed within 60 days. Culverts are to be purchased through the Little Falls Township. Previously used culverts cannot be used in new entrances or as a replacement culvert.

Applicant pays for: _____ lineal feet of culvert at \$ _____ per lineal foot = \$: _____

plus _____ band(s) at \$ _____ and _____ aprons at \$ _____ =

TOTAL \$ _____ **CHECK #** _____ **for \$** _____ **CASH \$** _____

Date applicant called for final inspection: _____

Driveway approach installation approved? YES: _____ NO: _____ Date: _____

Deposit Returned on Date: _____ Amount Refunded \$ _____

TOWNSHIP ROAD SUPERVISOR SIGNATURE

Additional Instructions:

- ☐ All new approaches will meet the township road at a right angle.
- ☐ All finished tops shall be level with the existing township road and shall have a minimum of 10 inches of fill over the culvert, the top two inches being Class 5 gravel, tar, or concrete.
- ☐ All culverts shall have aprons on both ends.
- ☐ Fill material must be of a clay or gravel type. Rocks, debris, etc. are not allowed. Fill material must be brought all the way down to the end of the culvert.
- ☐ The side slopes of the access must be uniform preferably a 4 to 1 slope. Black dirt must be placed along the side slopes and seeded. The rocks must be picked.
- ☐ When work is completed to the above specifications, call the Road Supervisor at 320-630-5595 for a final inspection. When the Road Supervisor approves the work, the deposit will be returned.

Existing approach culvert.

If an existing culvert in a property owners approach has failed, or is failing, the property owner is responsible for purchasing a new culvert. Little Falls Township, at no additional cost to the property owner, will install the new culvert at Township expense. Little Falls Township reserves the right to review each application for extenuating circumstances.

This policy will be reviewed annually at the January Town Board Meeting.

Adopted: June 2, 2014.

Revised: April 11, 2023

Township Chairperson

Clerk

**** A SKETCH OF PROPOSED DRIVEWAY IN RELATION TO ROAD CAN BE PROVIDED ON THE REVERSE SIDE OF THIS SHEET IF SPACE IS ADEQUATE.***

